

Thurston 911 Communications  
Administration Board Meeting Minutes  
Wednesday, February 4, 2026 @ 3:30 P.M.

**This was a hybrid meeting both in person and via Zoom.**

**Members Present:**

**Administration Board**

Lenny Greenstein - Chair, City of Lacey, Councilmember  
Tracey Wood – Vice-Chair, City of Yelm, Councilmember  
Angela Jefferson – City of Tumwater, Councilmember  
Paul Berendt – City of Olympia, Councilmember  
Meredith Hutchins – Thurston County Fire Commissioners Association, Fire Commissioner  
Sylvia Roberts – Lacey Fire District #3, Fire Commissioner  
Ruben Mancillas – Thurston County Sheriff's Office, Undersheriff

**TCOMM staff**

Wendy Hill – Executive Director  
Aaron Moe – Human Resources Manager  
Carla Mai – Finance Manager  
Jeff Myers – General Counsel  
Bre Skaggs – Administrative Assistant

**Call to Order**

Chair L. Greenstein called the meeting to order at 3:30 p.m.

**Approval of Agenda/Consent Agenda & Minutes**

Approval of the February 4, 2026, agenda/consent agenda **M/S/C (T. Wood/R. Mancillas)**  
Approval of the January 7, 2026 Administration Board minutes. **M/S/C (T. Wood/M. Hutchins)**

**Correspondence** – None

**Public Testimony** – None

**Executive Session: Executive Director Performance Evaluation** - The TCOMM Administration Board of Directors met in a closed session for 10 minutes to discuss the Executive Director's 2024 Performance Evaluation. Related to local governments, the following topics outlined in RCW 42.30.110(1)(g) can be discussed in executive session: "Qualifications on an applicant for public employment or review of the performance of a public employee."

The Board convened into executive session at 3:31 pm.

The Board reconvened the regular meeting at 3:39 pm.

**Executive Director Performance Evaluation** – L. Greenstein asked for a motion to approve the suggested 2026 salary increase and MTP days.

**M/S/C authorizing a 4% salary increase and 5 MTP days for the Executive Director. (L. Greenstein/T. Wood)**

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**Old Business**

**None.**

**New Business**

**ESC Building** – W. Hill reported that the County has indicated the ESC building will be for sale soon. She has had no official communication as of yet and will keep the Board informed as more information becomes available.

**2025 Year in Review** – W. Hill provided the Board with a 2025 year in review. Topics covered included total call volume, number of law/fire/EMS events dispatched, recruitment efforts, and more.

**Meeting adjourned:** With no further business or good of the order, the Board meeting adjourned at 4:04pm.

**Next meeting:** March 4, 2026 at 3:30 pm